

FIRST 5 COMMISSION OF SAN DIEGO

April 7, 2003
2:00 p.m. – 4:00 p.m.
County Administration Center
1600 Pacific Highway, Rooms 302/303
San Diego, CA 92101

AGENDA

ITEM	SUBJECT	PRESENTER
1	Call to Order	Chairman Cox
2	Opportunity for Public Comments Items not on the Agenda – Limit two minutes per speaker (<i>Request to Speak</i> slips for this item or any other item on the agenda must be submitted to Commission staff prior to meeting being called to order).	Chairman Cox
3 Action	Approval of F5CSD Meeting Minutes – March 10, 2003 Supporting Document	Chairman Cox
4	Formation of the Consent Calendar	Executive Director Spiegel
5 Public Hearing	Public Hearing California Children and Families Commission Fiscal Year 2001 – 02 Annual Report Supporting Document Overview: Presentation of the State Commission's Annual Report for Fiscal Year 2001 – 02. The report is submitted in compliance with the Children and Families Act that requires local commissions to hold a Public Hearing to allow for public comment on the State Commission's Annual Report. This item can go on the Consent Calendar unless pulled by a Commission member or the public. A copy of the State's Annual Report for Fiscal Year 2001 – 02 can be found on the State Commission's website at ccfc.ca.gov . Staff Recommendation: <ol style="list-style-type: none"> 1. Open Public Hearing. 2. Receive public comment. 3. Receive the State Commission's Fiscal Year 2001 – 02 Annual Report. 4. Authorize the Executive Director to submit public comment, if any, to the State Commission. 5. Close Public Hearing Fiscal Impact: None.	Executive Director Spiegel
6	State/Staff Report Supporting Document Overview: The First 5 Commission of California (FFCC) met on March 20, 2003 and the California Children and Families Association (CCAFA) met on March 19, 2003. This report includes a written summary of CCFC and CCAFA meetings.	Executive Director Spiegel Staff Member Denis McGee

	<p>This report also includes a staff summary of local activities relevant to the First 5 Commission of San Diego, including School Readiness and the Presentation Modules training.</p> <p>Recommendation: Receive State and Staff Reports.</p> <p>Fiscal Impact: None</p>	
7	<p>TPAC Report Supporting Document</p> <p>Overview: On March 17, 2003, the Technical and Professional Advisory Committee (TPAC) held its regular monthly meeting. A written summary of the meeting has been prepared to document the activities of the Committee.</p> <p>Staff Recommendation: Receive the report of the March 17, 2003 TPAC meeting.</p> <p>Fiscal Impact: None.</p>	<p>Commissioner Colling</p>
8 Action	<p>Implementation Plan 2003 – 2006 Supporting Document</p> <p>Overview: The Commission uses an Implementation Plan to outline specific funding priorities within the framework of the Strategic Plan, which was approved by the Commission on March 10, 2003. On March 17th, TPAC approved the Implementation Plan developed by the Strategic Planning Committee. The proposed Implementation Plan for 2003-2006 is now presented for the Commission's approval.</p> <p>Staff Recommendation: Approve the First 5 Commission of San Diego's Implementation Plan for Fiscal Years 2003-2006.</p> <p>Fiscal Impact: None. A proposed allocation plan will be presented to the Commission for approval at its May 5, 2003 meeting and line item budget will be presented to the Commission for approval at its June 2, 2003 meeting.</p>	<p>Commissioner Colling</p> <p>Staff Member Kim Frink</p>
9 Action	<p>Annual Technical and Professional Advisory Committee (TPAC) Membership Application Supporting Document</p> <p>Overview: Commission bylaws require a Technical and Professional Advisory Committee (TPAC), which is a standing committee. TPAC shall consist of a membership of up to 15 members to be appointed annually from July 1 to June 30. On March 17, 2003, TPAC reviewed the application process. The Commission will be initiating the application process for fiscal year 2003 - 2004 using the process and outreach recommended by TPAC.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1) Authorize the Commission Executive Director to initiate the annual TPAC application process. 2) Appoint Commissioners Bowen and Colling to an ad hoc committee to review applications for recommendations to the Commission. <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p> <p>Staff Member Denis McGee</p>

<p>10 Action</p>	<p>Kindergarten Teacher Summit Supporting Document</p> <p>Overview: The School Readiness Leadership Team has recommended that the Commission host a summit of kindergarten teachers. The purpose of the summit would be to conduct dialogue with a broad representation of kindergarten teachers to accomplish several objectives. Teachers would be asked to share the traits, skills, assets and characteristics possessed by children who are successful in kindergarten and to recommend interventions by First 5 San Diego to support the development of these qualities in children 0 – 5. A sub-committee of Commissioner Nora Faine, TPAC member JoAnne Bushby, School Readiness Leadership Team member Barbara Ryan and former Executive Director Gloria Bryngelson was formed to discuss the logistics of such a summit.</p> <p>The sub-committee met on March 6, 2003. It was decided that a recommendation would be made to the Commission to hold the Summit during the school day in May 2003. Approximately 50 kindergarten teachers would be invited to participate.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1) Find that that the Kindergarten Summit is consistent with the Commission's Strategic Plan and the Implementation and Allocation Plan for Fiscal Years 2001-2003, furthers the support and improvement of early childhood development within the County, and provides a public benefit. 2) Authorize the Executive Director to host the Kindergarten Summit on behalf of the Commission. <p>Fiscal Impact: Up to \$11,500 from the Administration and Evaluation allocation in the Commission's Fiscal Year 2002 – 03 budget.</p>	<p>Executive Director Spiegel</p> <p>Staff Member Denis McGee</p>
<p>11 Action</p>	<p>California Children and Families Association Membership Fee Supporting Document</p> <p>Overview: California Children and Families Association (CCAFA) membership fees of \$10,000 for calendar year 2004 are now due. Per Commission Policy #004, memberships over \$5000 shall be brought before the Commission as an action item.</p> <p>Staff Recommendation: Approve the expenditure of \$10,000 for membership fees to the California Children and Families Association (CCAFA).</p> <p>Fiscal Impact: \$10,000 from the Administration and Evaluation allocation in the Commission's Fiscal Year 2002 – 03 budget.</p>	<p>Executive Director Spiegel</p> <p>Staff Member Denis McGee</p>
<p>12 Action</p>	<p>Data Evaluation System – Ad Hoc Committee Recommendation Supporting Document</p> <p>Overview: The State Commission has recently developed a data evaluation system referred to as PEDS (Proposition 10 Evaluation Data System). PEDS is funded by the State and will soon be available to local commissions to collect data for Prop 10-funded programs. On March 20, 2003, staff met with the ad hoc committee appointed by the Commission to review the procurement process for a data evaluation system and to present the information available on the PEDS system. The ad hoc committee is comprised of Commissioners Bowen and Lum. Based on that information, the ad hoc committee recommended that the most viable alternative at this time is to utilize PEDS and evaluate its applicability to Commission functions for six months. At the end of six months, staff will return to the Commission with a status report on the overall performance of PEDS in relation to Commission-funded</p>	<p>Executive Director Spiegel</p> <p>Staff Member Denis McGee</p>

	<p>programs and its effectiveness in providing relevant information for Commission decision-making.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1) Authorize the Executive Director to implement the Proposition 10 Data Evaluation System (PEDS) as the data evaluation system for the Commission in lieu of issuing a Request for Proposal at this time. 2) Return to the Commission after PEDS has been operational for six months with a report on the functionality of PEDS and recommendations. <p>Fiscal Impact: None at this time. Any expenditure related to PEDS in excess of \$5,000 will be returned to the Commission for approval per Commission Policy.</p>	
13 Action	<p>First 5 Commission of San Diego Tagline Supporting Document</p> <p>Overview: Because the Commission's new name "First 5 Commission of San Diego" does not clearly convey the purpose of the Commission, a tagline is needed that better defines the Commission's purpose. The tagline will be used on materials produced by the Commission for the public.</p> <p>A survey was e-mailed to TPAC and Civic Engagement Leadership Team members to identify which taglines members felt best met the Commission's needs. TPAC members discussed the results of the survey on March 17, 2003 and developed a recommendation.</p> <p>Staff Recommendation: Approve "Improving the lives of children 0 to 5" as the tagline for the First 5 Commission of San Diego.</p> <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p> <p>Staff Member Kim Frink</p>
14 Action	<p>Letter of Support Supporting Document</p> <p>Overview: The San Diego Public Library is submitting a proposal to the California State Library Office of Library Construction. The proposal will request \$20 million for assistance in building the Main Library. As part of its submittal package, the San Diego Public Library must submit evidence that it is working with organizations and individuals within the community to ensure that the needs of the community are met and has requested a Letter of Support. The Letter of Support in no way commits Commission funding for the construction of the library. A copy of the letter is attached.</p> <p>Staff Recommendation:</p> <ol style="list-style-type: none"> 1) Find that supporting the construction of a new library is consistent with the Commission's Strategic Plan, furthers the support and improvement of early childhood development within the County, and provides a public benefit. 2) Authorize the Executive Director to sign a Letter of Support indicating the Commission's support for construction of a new main library. <p>Fiscal Impact: None.</p>	<p>Executive Director Spiegel</p>
15	<p>Implementation and Allocation Plan January 2001 – June 2003 Update Supporting Document</p> <p>Overview: On June 25, 2001 (Item 13), the Commission approved the Implementation and Allocation Plan needed to operationalize the Strategic Plan for January 2001 through June 2003. Attached for information is a status report of the results obtained from the plan.</p>	<p>Executive Director Spiegel</p>

	Staff Recommendation: Receive this report. Fiscal Impact: None.	
16 Information	Civic Engagement Supporting document Overview: The Civic Engagement Leadership Team has recommended that community conversations be held throughout the year. A calendar of community engagement activities for April and May is attached. The calendar includes scheduled community conversations as well as meetings of the four leadership teams. Staff Recommendation: None. For information only. Fiscal Impact: None.	Executive Director Spiegel
17 Information	Legislative Update Supporting Document Overview: The Commission is committed to proactive leadership by advocating for policy change at the local, state and national level. Attached is an updated summary listing of relevant bills introduced into the 2002 and 2003 legislative sessions, including bills signed by the Governor and Chaptered into law. Changes to the updated summary are highlighted in bold. Recommendation: None. For information only. Fiscal Impact: None.	Executive Director Spiegel
18	Future Agenda Items <ul style="list-style-type: none"> ➤ Allocation Plan for Fiscal Year 2003 - 04 ➤ Sunset Review of Commission Policy CFC-003 "Grant Funding Process." ➤ Approval of Innovative Grant Funding Process Policy ➤ RFGA 20055 Grant Renewals ➤ RFGA 20133 Grant Renewals ➤ Americorps ➤ Kit for New Parents ➤ San Diego CARES ➤ Fiscal Year 3003 – 04 Line Item Budget 	Chairman Cox
19	Adjournment	Chairman Cox

If you are planning to attend and need special accommodations, you must call Amie Meegan at (619) 230-6460 at least three days in advance of the meeting.

NEXT COMMISSION MEETING
May 5, 2003
2:00 p.m. to 4:00 p.m.
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Public Comment on Specific Agenda Items is Taken
Throughout the Meeting at the Conclusion of Each Agenda Item

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www.first5sandiego.org

